## STATE OF SOUTH DAKOTA Office of the Attorney General Division of Criminal Investigation 1302 E. Highway 14, Suite 5 Pierre, South Dakota 57501

## **REQUEST FOR PROPOSAL**

## Two (2) On-line Ethics and Leadership Training Academies with On-line Forensic Training to be included

## Proposals due no later than 5pm on August 9, 2013

Contact: Bryan Gortmaker, Director Phone: 605-773-3331 Email: ATGHelp@state.sd.us

The South Dakota Attorney General's Office, Division of Criminal Investigation (DCI), here after referred to as the client, is seeking proposals to build and host two on-line virtual training academies for DCI and the South Dakota Law Enforcement Training Academy. Both of these on-line training academies are to have separate domain names for access to the on-line training courses. The client requests that a minimum of six courses for each academy include video introductions by DCI and other law enforcement professionals to specific ethics and leadership training modules. The on-line training academies will allow for 2,000 users from SD Law Enforcement agencies. There will be no annual maintenance fee.

A budgetary cap has been set at \$10,000.

Within the training courses, the client requests the following:

- Minimum of 30 hours of ethics and leadership training hours to be available
- Included on-line testing of the material covered
- Tracking of student's participation time
- Tracking student's testing scores for each individual course provided.

Topics to include in the ethics and leadership training modules:

- Leadership principles and practices
- Personal leadership
- Leadership and ethics
- Leadership and change
- Leadership theories
- Active listening
- Military leadership
- Generational leadership
- Conflict management
- Leadership legacy
- Emotional Intelligence
- Succession planning for agencies

• Discussions on leadership training literature

The client further requests a minimum of 40 hours of forensic science training to be included.

Topics to include in the forensic training modules:

- Forensic lamp examinations
- Death investigations
- Wound identification
- Cause and manner of death
- Forensic geology
- Latent fingerprint evidence
- Latent fingerprint development
- Crime scene management
- DNA collection
- Forensic serology
- Evidence collection
- Electrostatic lifter